



CAZENOVIA CENTRAL SCHOOL DISTRICT

Board of Education Meeting
Monday, October 16, 2023 at 6:30 pm

31 Emory Ave | Cazenovia, NY 13035
Board of Education Conference Room, Cazenovia Middle School
Open to the Public and Streamed Live on GoogleMeet

Type of Meeting:	Regular
Board Members Present:	JoAnne Race, Meghan Kelly, Judith Hight, Ron Luteran, Dave Mehlbaum, Jennifer Parmalee, Jan Woodworth
Board Members Absent:	None
Administrators Present:	Christopher DiFulvio, Thomas Finnerty, Cristina Knapp, Amy Getman-Herringshaw, Molly Hagan, Micael Speirs, Jennifer Raux, Eric Benedict

1. Call to Order

The meeting was called to order by JoAnne Race, Board President, at 6:31pm. She asked all to stand for the pledge of allegiance after a moment of silence was observed.

2. Presentation

Chris DiFulvio, Amy Getman-Herringshaw, and Julia Macreery (middle school art teacher) along with two students who belong to the middle school art club presented the board of education with gifts made by the art club for School Board Recognition Week.

Annual Audit: Tom Finnerty introduced Courtney Pearsall from D'Arcangelo who gave an overview of the 2022-2023 year-end audit. Prior to the regular meeting, the Finance committee met at 5:30pm to review the annual audit results in detail. Ms. Pearsall reported no areas of concern.

3. Public Comments

JoAnne Race opened it up for public comments in person and online and, hearing none, moved on.

4. Communications

No written communications to the Board of Education were received this month.

5. Information and Reports

A. Board Committees

- a. Facilities: Dave Mehlbaum reported that the committee met on October 10 and received an update of the current project. The committee discussed the retaining wall with soil conditions (soil contents will need to change), as well as the need to repair the sidewalk on Forman Street; all expenses are still within budget.
- b. Finance & Audit: Jan Woodworth reported that the committee met at 5:30pm this evening to receive the results of the annual audit from Courtney Pearsall at D'Arcangelo.

- c. Personnel: Jennifer Parmalee reported that the committee met on September 25 and will have two tenure recommendations for discussion later tonight during executive session.
 - d. Policy: JoAnne Race reported that the committee met on September 28 and will be presenting two policies for first read later tonight.
 - e. Strategic Plan Alignment (SPA): Meghan Kelly reported that the committee met on October 4 and put together an agenda for quarterly meetings to focus on aligning different topics with action items. Kevin Linck showed a data dashboard and the committee discussed the idea of him giving a presentation of it to the board when it's ready.
- B. Board President: JoAnne Race reported two additional successful curriculum nights at the middle and elementary schools, and expressed appreciation for the effort that goes into these evenings. She reported having received positive feedback on district communication as well as the upkeep of our facilities so far this year. She wished good luck to all student athletes this fall.
 - C. Superintendent of Schools: Chris DiFulvio shared about safety training he will be attending this week, and announced that the US Department of Education will be visiting the high school on Wednesday. He reported ways in which the strategic plan is already being implemented with regards to mental health (using second step and SEL curriculum, cafeteria staff is offering seasonal plant-based options), Nutrislice is up and running, and the district is moving forward with the audit cycle of curriculum. He expressed appreciation for the teachers who are offering extracurricular club opportunities to students.
 - D. Assistant Superintendent for Business Administration: Tom Finnerty thanked the business office staff for their hard work on the audit process. He reported that six of eight state aid reports have been approved by NYS so far. The federal government recently lowered the eligibility requirements from 40% to 25% for free breakfast and lunch for all students, for which the district is applying. 92.3% of school taxes have been collected to date.
 - E. Assistant Superintendent of Instruction, Equity and Personnel: Kevin Linck was unable to attend, Chris DiFulvio reported on his behalf in his update above, refer to 5.C.
 - F. Director of Special Education: Micael Speirs submitted a written report in advance.
 - G. Elementary School Principal: Cristina Knapp submitted a written report in advance.
 - H. Middle School Principal: Amy Getman-Herringshaw submitted a written report in advance.
 - I. High School Principal: Molly Hagan submitted a written report in advance.

6. Consent Agenda - Routine Matters

- A. Minutes for September 18, 2023 Regular Meeting
- B. Financial Reports for August 2023
- C. Committee on Special Education Report for October 2023
- D. Textbook / Literary Work Approval for "A Rover's Story" by Jasmine Varga (Gr. 5-7)
- E. Budget Transfer Request for UPK

Motion made by Jan Woodworth, seconded by Meghan Kelly to approve the Consent Agenda.

➤ *Vote: 7 (in favor) 0 (opposed) Motion passed.*

7. New Business

- A. Approval of Boys Ice Hockey Combination for 2023-2024

Motion made by Jennifer Parmalee, seconded by Jan Woodworth to approve Agenda Item 7.A.

➤ *Vote: 7 (in favor) 0 (opposed) Motion passed.*

- B. Resolution to Appoint John Salatte as a Chairperson for the 2023-2024 Committee(s) on Special Education

Motion made by Ron Luteran, seconded by Meghan Kelly to approve Agenda Item 7.B.

➤ *Vote: 7 (in favor) 0 (opposed) Motion passed.*

- C. Resolution to Accept the Annual Audit

Motion made by Jennifer Parmalee, seconded by Jan Woodworth to approve Agenda Item 7.C.

➤ *Vote: 7 (in favor) 0 (opposed) Motion passed.*

8. Personnel Report for October 2023

Motion made by Jan Woodworth, seconded by Meghan Kelly to approve the Personnel Report.

➤ *Vote: 7 (in favor) 0 (opposed) Motion passed.*

9. Discussion Items

- A. First Read of Policy #6112 Nepotism (new) - Questions were asked and answered. Add to November meeting agenda for approval.
- B. First Read of Policy #8460 Field Trips (edited) - Questions were asked and answered. Add to November meeting agenda for approval.
- C. Facility Use - The board discussed the future circumstances of community members using athletic facilities, and the necessity of improved and increased signage to effectively communicate restrictions when being used for practices and games. The board was in agreement of the need, and there is a line item for signage within the capital project budget.
- D. Doctor's Notes for Extracurricular Participation - The board discussed the history and practice of requiring doctor's notes for student participation in extracurricular activities on days when tardy to school for medical appointments. Questions were asked and answered.

The Board of Education has a representative who sits on the High School Action Team (HAT) Committee. Jennifer Parmalee is unable to continue in this capacity again this year. Jan Woodworth volunteered to be the board of education representative, Ron Luteran will be the alternate.

- E. Electric Buses: Tom Finnerty is exploring a shared services grant of \$25,000 with CACDA.

10. Advance Planning

- A. Future Agenda Items: none
- B. Future Meeting Dates: Tom Finnerty will bring the annual budget calendar to the November board meeting for approval.

11. Executive Session

Motion made by Jan Woodworth, seconded by Meghan Kelly to move into Executive Session.

➤ *Vote: 7 (in favor) 0 (opposed) Motion passed.*

The Board moved into Executive Session at 7:34pm.

Motion made by Jan Woodworth, seconded by Dave Mehlbaum to return to Public Session.

➤ *Vote: 6 (in favor) 0 (opposed) Motion passed.*

The Board returned to Public Session at 7:58pm. Jennifer Parmalee was excused during the Executive Session.

12. Adjournment

Motion made by Ron Luteran, seconded by Jan Woodworth to adjourn the meeting.

➤ *Vote: 6 (in favor) 0 (opposed) Motion passed.*

JoAnne Race adjourned the meeting at 7:58pm.

Emily Ayres, District Clerk